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# Catalog Supplement

1976-78

Fairmont  
State College

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FAIRMONT STATE COLLEGE  
BULLETIN  
1976-78 CATALOG SUPPLEMENT  
FALL 1976



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## CORRESPONDENCE DIRECTORY

The Post Office address of the College is:

Fairmont State College  
Fairmont, West Virginia 26554  
Phone (304) 367-4000

Correspondence should be addressed as  
indicated below:

### Admissions

For everything concerned with  
the admission of students, in-  
cluding requests for the college  
catalog and other publications, Registrar and  
academic credits, and informa- Director of  
tion about fees.....Admissions

### Administrative and General

College Policy.....President

The Faculty, Curricula, Vice President for  
Instruction, Summer Session.....Academic Affairs

### Community College and

Continuing Education.....Community College

Guidance and Counseling.....Counseling Center

Associate Dean of  
Student Affairs -  
Housing.....Housing

Scholarships, Loan Information,  
and Student Employment.....Financial Aid Office

College Fees.....Director of Finance

Coordinator of  
Publicity, Alumni Activities.....Public Relations

SUPPLEMENT TO THE FAIRMONT STATE COLLEGE  
1976-78 CATALOG

The following revisions, additions, and deletions should be considered as an integral part of the 1976-78 Catalog.

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.

POLICY ON EQUAL OPPORTUNITY

Delete this paragraph on page 2 and add the following:

Fairmont State College complies with the principles of Equal Opportunity, Affirmative Action and Title IX of the Education Amendments of 1972 which require that there shall be no differences in treatment of persons or access to facilities because of race, religion, color, sex, age or national origin.

## DIRECTORY

### The Governing Board West Virginia Board of Regents

	Term <u>Expires</u>
Elizabeth H. Gilmore (Mrs.), Charleston.....	1977
Okey L. Patteson, Vice President, Mt. Hope.....	1977
Frederick P. Stamp, Jr., Wheeling.....	1977
Earle T. Andrews, Berkeley Springs.....	1979
Amos A. Bolen, Huntington.....	1979
Andrew L. Clark, Secretary, Princeton.....	1979
F. L. Blair, M.D., Parkersburg.....	1981
Edward H. Greene, President, Huntington.....	1981
Albert M. Morgan, Morgantown.....	1981
Daniel B. Taylor, State Superintendent of Schools, Charleston (ex-officio)	
Ben L. Morton, Chancellor, Charleston	

Fairmont State College is a state-supported institution operated under the governance of the West Virginia Board of Regents. The Board consists of nine members appointed by the Governor and confirmed by the Senate. The Chancellor is the chief executive officer of the Board and the chief executive officer of the state system of higher education. The State Superintendent of Schools is an ex-officio non-voting member.



## ADMINISTRATION

President, Wendell G. Hardway, Ph.D.

Vice President for Administrative Affairs,

William P. Turner, Ph.D.

Vice President for Academic Affairs,

William A. Boram, Ph.D.

Dean of Student Affairs, George E. Cannon, M.A.

Dean of Teacher Education, Harry J. Hadley, Ed.D.

Dean of the Community College, Paul E. Edwards, Ph.D.

Registrar and Administrative Assistant,

Billy G. Dunn, Ed.D.

Director of Finance, K. Edward Grose, M.A.

Associate Dean of Student Affairs,

Lois M. Laughlin, M.A.

Assistant to the Vice President for Academic Affairs,

H. Dean Peters, Ph.D.

Director of Admissions and Assistant Registrar,

John G. Conaway, M.A.

Comptroller, Homer W. Cox, B.S.

Director of Clarksburg Center, Community College,

Robert Stemple, M.A.

Director of Student Center and Bookstore,

Stanley Groves, M.A.

Director of Student Health Service,

James R. Dollison, M.D.

Coordinator of Public Relations,

Rebecca L. Byrd, B.S.

Coordinator of Black Students, Carl M. Hunt, M.A.

Director of Physical Facilities, Harold P. Lawson

Director of Food Service, Frank Pulice, Jr.

Chief Security Officer, Benny J. Testa

## COUNSELING SERVICES

William D. Shaffer, M.A., Counselor Coordinator,  
Counseling Services  
William F. Julian, M.S., Student Affairs Counselor  
Phyllis Messenger, M.S., Student Affairs Counselor  
Blair Montgomery, M.A., Student Affairs Counselor  
Michele Stump, M.A., Student Affairs Counselor

## COMPUTER CENTER

Edward E. Bock II, M.S.E.E., Director  
George Tilko, B.S., Assistant Director

## LEARNING RESOURCE CENTER

Charles G. Manly, M.A., Director  
Robert Heffner, B.A., Graphics Specialist  
Robert Moffett, B.S., Technician  
Mary Shingleton, B.A., Media Specialist  
James Short, Staff Photographer

## LIBRARY

Robert G. Masters, M.A., Library Director  
Mary A. Hupp, M.A., Coordinator of Library Science  
and Reference Librarian  
Marsha L. Nolf, M.L.S., Cataloger  
Mary J. Powell, M.L.S., Assistant Cataloger and  
A-V Librarian  
Ruth Ann Powell, M.L.S., Technical Services Librarian  
Janet S. Salvati, Ph.D., Public Services Librarian  
Jerry D. Saye, M.L.S., Cataloger\*  
Jean E. Simonof, M.L.S., Periodicals Librarian

\*On leave 1976-77

## FOUNDATIONS PROGRAM

Elizabeth Balser, Ed.D., Director

DELETE PAGES 21-23 OF THE 1976-78 CATALOG and ADD THE FOLLOWING:

## ADMISSION

### GENERAL ADMISSION PROCEDURE

All students desiring admission to Fairmont State College, whether directly from high school or as transfer students from another college or university or other classification, must file an application for admission and submit a health record on forms provided by the Director of Admissions. All correspondence relative to admission and all credentials in support of an application must be on file at least two weeks prior to the opening of a semester or term.

All credentials submitted in support of an application for admission become the property of the College and will not be returned to the student. Such credentials include an official transcript of high school or college grades, an application for admission and a health record. The prospective student is responsible for submission of all necessary forms and records in support of an application for admission.

Admission is for one semester or term and may be used only for that time. If the student fails to register during the semester or term for which he has been admitted, he must file another application if he desires admission at a later date.

Any student admitted upon the basis of false and/or incomplete credentials will be subject to immediate dismissal from the college.

Admission does not guarantee housing. Separate applications for dormitory space must be submitted to the Office of Student Affairs.

Any changes in local addresses of any student at Fairmont State College must be reported to the Registrar within a reasonable time.

All local addresses must be complete including the address of a student's landlord.

Admission to Fairmont State College may be granted for one of the following objectives:

1. Four-year Baccalaureate Degree.
2. One- or Two-year Certificate or Associate Degrees through the Community College Program.
3. Continuing Education which includes community service courses which special students take, but which lead to no degree and do not comprise a specific approved program.

Each student admitted to Fairmont State College for one of the above objectives must reapply for admission for another objective if and when he wishes to change. Admission requirements for each of the three objectives are listed below.

### Baccalaureate Degree Programs

The following admission requirements are minimal. Admission to the college for this purpose does not necessarily guarantee admission to specific programs.

Graduates of approved high schools are eligible if they rank in the upper three-fourths of their graduating classes.

Graduates of approved high schools who rank in the lower quarter of their graduating classes may be admitted provided they have attained a composite standard score of 14 or above on the American College test.

Graduates of approved high schools who have served in the nation's military forces for a period of at least one year will be admitted irrespective of

either their high school graduation class rank or their ACT scores.

Outstanding high school students may be admitted either in the summer following completion of their junior year in high school or on a part-time basis during their senior year in high school if they meet the following criteria:

1. Have completed the junior year of the curriculum of his high school.
2. Have a B-plus, or better, average on high school subjects.
3. Have the recommendation of the high school principal.
4. File an application for admission and submit transcripts of high school work.
5. Pay regular college fees.

### Community College Programs

Admission to Fairmont State College for the purpose of pursuing a Community College course of study is open to all graduates of approved high schools regardless of class rank or ACT scores. Admission for this objective does not guarantee admission to specific programs in the Community College certificate or degree offerings. Admission to specific programs may be restricted due to limitations of staff, physical facilities, and spaces available for practical experience training. The only programs with limited admission are in the Departments of Allied Health and Nursing. The standards and procedures for admission to these programs are presented on Page 12.

## Continuing Education

Admission to Fairmont State College as a special student is open to anyone regardless of previous academic records. Admission as a special student is designed for students registering for community service courses or occasional regular college courses with no degree objective. Students admitted as special students for Continuing Education may complete up to 15 hours of college credit excluding community service courses. Community service courses are labeled with a number of less than 100. Completion of more than 15 hours of regular college credit requires that the student apply for admission to Fairmont State College, at that point meeting all the requirements for admission for a specific objective.

## Miscellaneous

### Special Admission for Non-High School Graduates

Non-high school graduates may be admitted to Fairmont State College for pursuing either a Baccalaureate or Community College program by completing the General Education Development Test. They must be veterans, or persons over 19 years of age, or persons past the age they would have been had they remained in high school until they graduated. Such persons must have been out of school more than one year preceding application for examination. They will be admitted to Fairmont State College if they attain a standard score of 40 on each of the five parts of the General Education Development Test or an average standard score of 50 or above on the entire test. Such students must have no severe character or health defect. G.E.D. scores must be sent directly to the Director of Admissions from USAFI or from the testing center.

### Foreign Students

In addition to the previously listed admission

requirements, a foreign student must demonstrate proficiency in written and spoken English. Such proficiency can be established by the successful completion of the Test of English as a Foreign Language, administered by the Education Testing Service of Princeton, New Jersey. The applicant must also provide proof of adequate financial support.

### Transfer Students

Any applicant for admission to Fairmont State College who has attended another institution of collegiate rank will be classified as a transfer student. The college does not, under any condition, disregard college level work earned elsewhere. Credit earned at other accredited colleges and universities will be allowed toward a degree if applicable. To be admitted unconditionally as a transfer student, the student must meet the admission requirements of Fairmont State College, must provide evidence that he is in good standing at the institution last attended, and ordinarily must have maintained a 2.0 or better average on all college work previously attempted.

### Board of Regents Bachelor of Arts Degree

A student is admitted to the Regents Bachelor of Arts Degree Program by submitting the state-wide undergraduate application form to Fairmont State College. Admission to this degree program does not provide for automatic admission to other programs at Fairmont State College. Any student under the Regents degree program must reapply and meet all admission requirements when changing from the Regents Bachelor of Arts Degree objective to any other degree objective at Fairmont State College.

### Required Forms and Credentials

All students applying for admission to Fairmont State College degree programs are required to complete

and submit the following forms and credentials:

1. Regular student application form.
2. Housing and financial aid request forms if applicable.
3. High school transcript (except transfer students).
4. College transcripts for transfer students.
5. ACT scores.
6. Health form (physician's examination optional except teaching, nursing and allied health students).
7. GED scores where applicable.

Continuing education admission requires only the "Special" student application form.

Admission Policy for Limited Enrollment Programs  
(Department of Allied Health and Department of Nursing)

Applications for admission to programs in allied health and nursing are accepted through December for the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information to assure complete consideration should be on file by the deadline.

The credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are made by the last of January or first of February. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic



background with some flexibility concerning life experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade-point average to be accepted into the program. (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade-point average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with the GED must still show adequate academic background and ACT scores.

ADD THE FOLLOWING TO PAGE 27:

Reduced Tuition Out-Of-State  
Academic Programs Available  
To West Virginia Residents

West Virginia provides for its residents who wish to pursue academic programs not available within the State through the Academic Common Market and through contract programs. Both programs provide for West Virginians to enter out-of-state institutions at reduced tuition rates. Contract programs have been established for study in veterinary medicine, optometry, architecture, and podiatry; the Academic Common Market provides access to numerous graduate programs. The programs are restricted to West Virginia residents who have been accepted for admission to one of the specific programs at designated out-of-state institutions. Further information may be obtained through Director of Admissions or the West Virginia Board of Regents.

# FEEES

## Cost of Each Summer Session

Delete this section on pages 31-32 and add the following:

<u>No. of Hours Enrolled</u>	<u>WV Resident</u>	<u>Non-Resident</u>
12 or more hours	118.00	568.00
11 hours	106.00	524.00
10 hours	98.00	478.00
9 hours	90.00	432.00
8 hours	75.00	379.00
7 hours	67.00	333.00
6 hours	59.00	284.00
5 hours	53.00	241.00
4 hours	43.00	195.00
3 hours	32.00	146.00
2 hours	24.00	100.00
1 hour	16.00	54.00

Under "Food Service", p. 32

Change (May be purchased twice a semester at \$205.00 plus tax) to: (May be purchased twice a semester at \$214.50 plus tax)

## ACADEMIC INFORMATION

(This section replaces the Degree Program/Minor lists on pages 36, 37, 97, and 98:)

### Degrees and Certificates

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science, or Associate of Science degree is also granted upon successful completion of from 64-79 semester hours in the two-year curricula. A Certificate in Applied Science is offered in three areas upon completion of 32-34 semester hours. This College also offers a flexible non-traditional Regents Bachelor of Arts Degree Program.

### Degree Programs

#### Bachelor of Arts and Bachelor of Science Degrees

	Minimum Semester Hours Required		
	Degree	Major	Minor
Art.....			24
Biology.....	B.S.	55	25
Business Administration.....	B.S.		
General.....			39
Accounting.....			39
Economics.....			39
Office Administration.....			35
Electronic Data Processing.....			19
Retailing.....			18
Medical Records (Clerical).....			64
Clerical.....			18
Chemistry.....	B.S.	64	
Chemistry.....	B.A.	54	19
Community Service Technician (Social Work).....			21
Commercial Design/Graphics.....			32

Engineering Technology.....	B.S....	33...26
Seven Areas of "Concentration":		
Construction		
Drafting-Design		
Electrical-Electronics		
Industrial		
Mechanical		
Mining		
Printing		
English.....	B.A....	30...18
Fire Science.....		21
Food Service Management.....		25
French.....	B.A....	30...24
Geography.....		18
German.....		18
Health Science.....	B.S....	56...21
History.....	B.A....	30...18
Home Economics.....	B.S....	55...28
Journalism.....		16
Law Enforcement.....		31
Library Science.....		24
Math.....	B.S....	30...21
Math.....	B.A....	30...21
Medical Laboratory Technology.....		70
Music.....		27
Nursing.....		69
*Nurse Anaesthesia.....	B.S....	53
Philosophy.....		15
Physical Education.....	B.S....	38...32
Physics.....		31
Political Science.....	B.A....	30...18
Public Affairs.....		66
Psychology.....	B.S.	
General.....		37...18
Industrial-Personnel.....		46
Community Service.....		52
Psychological Service.....		18
Radio/TV Communications.....		20
Recreation Leadership.....		70
Radiologic Technology.....		76

\*Effective fall 1977.

*Regents B.A. Degree.....	B.A.	
Respiratory Therapy.....		70
Sociology.....	B.S.	
General.....		30...18
Social Work.....		39
Speech and Drama.....		28
Veterinary Animal Technology.....		79

### Bachelor of Arts in Education

Elementary Education Diversified 1-6.....		48
Specialization Early Education.....		20
Subject Specialization 4-8		
Art.....		30
French.....		20
General Science.....		31
Home Economics.....		26
Industrial Arts/Technology.....		23
Language Arts.....		23
Mathematics.....		15
Oral Communications.....		26
Social Studies.....		39
Secondary Education		
Subject Specializations 7-9		
Home Economics.....		28
Language Arts.....		28
Social Studies.....		42
Single Teaching Fields 7-12		
Art.....		38
Biology.....		46
Business Education, Secretarial.....		38
Business Education, Principles.....		39
Chemistry.....		34
English.....		37
French.....		30
General Science.....		35
Industrial Arts/Technology.....		41
Journalism.....		24
Mathematics.....		31

\*Major or minor not required in this program.

Physical Education.....	37
Physics.....	33
Oral Communications.....	32
Comprehensive Teaching Fields 7-12	
Business Education.....	54
Home Economics, Vocational.....	44
Industrial Arts/Technology.....	65
Social Studies.....	57
Secondary or Elementary Education	
Subject Specializations K-12	
Art.....	57
Health.....	31
Music.....	59
School-Library Media.....	24
Special Education.....	21

#### Associate Degrees and Certificate Programs

(Fairmont Community College - A Component of  
Fairmont State College)

	Degree <u>Offered</u>	Minimum Semester <u>Hours Required</u>
<u>Allied Health Technology</u>		
Medical Laboratory Technology...	A.A.S.....	70
Nursing.....	A.S.....	69
Radiologic Technology.....	A.A.S.....	76
Respiratory Therapy.....	A.A.S.....	70
Veterinary Animal Technology...	A.A.S.....	79
<u>Business Technology</u>		
Accounting.....	A.S.....	64
Clerical (General, Medical Records).....	A.S.....	64
Clerical (one-year certificate in applied science).....		32
Commercial Design/Graphics.....	A.A.S.....	71
Electronic Data Processing.....	A.S.....	64
Food Service Management.....	A.A.S.....	64
Radio-Television Communication..	A.A.S.....	64
(Performance or Engineering option)		

	Degree <u>Offered</u>	Minimum Semester <u>Hours Required</u>
Retail Management.....	A.A.S.....	64
Secretarial (Executive, General, Legal, Medical)....	A.S.....	64
Secretarial (one-year certifi- cate in applied science).....		32
<u>Engineering Technology (options)</u>		
Construction.....	A.S.....	70
Drafting Design.....	A.S.....	69
Electrical Electronic.....	A.S.....	69
Manufacturing.....	A.S.....	69
Mining: Civil Option.....	A.S.....	71
Mining: Mechanical Option.....	A.S.....	70
Power Mechanics.....	A.S.....	71
Printing.....	A.S.....	71
* <u>Safety Engineering Technology</u> ...	A.A.S.....	72
<u>General Studies</u> .....	A.A.....	64
<u>Public Service Technology</u>		
Community Service (social work).	A.A.S.....	64
Emergency Medical Services (one-year certificate in applied science).....		34
Fire Protection and Safety.....	A.A.S.....	64
Law Enforcement.....	A.A.S.....	64
Psychological Service.....	A.A.S.....	64
Public Affairs.....	A.A.....	66
Recreation Leadership.....	A.A.S.....	70

\*Effective fall 1977.

## PROGRAM ADDITIONS

### \*SAFETY ENGINEERING TECHNOLOGY (Associate in Applied Science)

This degree is specifically structured to provide graduates who can serve as technical aides in the fields of safety management, enforcement and legislation. Graduates will perform duties related to motor transportation safety, management assistance, record keeping, accident investigation, OSHA legislation selection, training and placement of employees.

<u>Safety Engineering</u>		72 sem. hrs.
English	104	Written English.....3
	108	Advanced Written English.....3
	109	Technical Report Writing.....3
Math	101	Applied Technical Math I.....3
	102	Applied Technical Math II.....3
Physics	101	Introduction to Physics.....4
	102	Introduction to Physics.....4
EDP	100	Introduction to Electronic
		Date Processing.....3
Social Science.....3		
To fulfill social science requirement take either		
Psychology 101 (Introduction to Psychology or		
Economics 200.)		
Fire. Sci.	294	Safety Laws and Insurance (OSHA)..3
Technology	103	Basic Electricity.....3
	112	Basic Electronics.....4
	121	Drafting.....3
	170	Statics.....3
	182	Materials and Processes of
		Industry.....3
	190	Industrial Orientation.....1
	193	Personnel Problems and
		Labor Relations.....3

\*This program will become effective first semester, 1977-78.



194	Personnel Administration.....	3
195	Mining and Safety Engineering....	2
246	Motor Fleet Safety.....	3
260	Environmental Hazard Control.....	3
270	Strengths of Materials.....	3
290	Safety Supervision.....	3
295	Fire Control and Security Measures.....	3

## FRENCH

(Bachelor of Arts in Education)

### French Subject Specialization, Grades 4-8

Required Courses		<u>20 sem. hrs.</u>
French 101	Elementary French.....	3
102	Elementary French.....	3
201	Second Year French, or 215 Outside Reading in French I...	3
202	Second Year French, or 216 Outside Reading in French II..	3
311	French Composition and Conversation I OR French Composition and Conversation II....	3
314	French Civilization and Culture....	3
431	Methods and Materials in Teaching French.....	2

For any six semester hours, except 101 and 102, of the above courses, French 292 Pro-Seminar, six semester hours, in the West Virginia University French program overseas, in one summer session, may be taken.

# NURSE ANESTHESIA

## (Bachelor of Science)

The nurse anesthetist is a specialist, who as a member of an allied health care team, is qualified to administer anesthesia to patients for all types of operations under the direction of a physician. The nurse anesthetist works with the physician-anesthesiologist, or functions directly under the surgeon.

Upon completion of the basic science and clinical requirement, the student is eligible to take the national qualifying examination for membership into the American Association of Nurse Anesthetists and upon successful completion is to be recognized as a Certified Registered Nurse Anesthetist.

### \*Bachelor of Science - Nurse Anesthesia

#### Major Course

<u>Requirements</u>			<u>53 sem. hrs.</u>
English	104	Written English.....	3
	108	Advanced Written English.....	3
	250	Survey of English Literature.....	3
	260	Survey of American Literature.....	3
Psychology	101	Introduction to Psychology.....	3
Biology	170	Anatomy and Psysiology.....	4
	205	Technical Microbiology.....	3
Home Ec.	110	Nutrition.....	2
Pol. Sci.	103	American Government.....	3
Speech	101	Fundamentals of Speech.....	3
Sociology	110	Introduction to Sociology.....	3
Physical Sci.	100	Scientific Methodology.....	2
	102	Chemistry.....	2
	104	Physics.....	2
Art	255	Art Appreciation	
	or	.....	2
Music	205	Music Appreciation	
Physical Ed.	100	Basic Physical Education.....	2

\*This program will become effective first semester, 1977-78.

Elective	Humanities.....	2-3
Nursing	101 Fundamentals of Nursing.....	6
	103 Medical-Surgical Nursing.....	8
	202 Medical-Surgical Nursing.....	8
	203 Psychiatric Nursing.....	6
	204 Trends in Nursing.....	2
	205 Maternal and Child Nursing....	8
Nurse Anest.	301 Ethics, Legal Aspects & Adm.,..	2
	302 Prof. Adjust & Psy. of Anest..	1
	303 Pharmacology in Rel. to Anest. I.....	3
	304 Pharmacology in Rel. to Anest. II.....	3
	305 Prin. & Pract. of Clin. Anest. I.....	2
	306 Prin. & Pract. of Clin. Anest. II.....	2
	307 Orientation to Anest.....	1
	308 Clin. Anest. Lab. I.....	3
	309 Clin. Anest. Lab. II.....	3
	310 Clin. Anest. Lab. III.....	2
	311 Chem. & Phys. in Rel. to Anest.....	3
	312 Inhalation Therapy.....	2
	401 Clin. Anest. Lab. IV.....	5
	402 Clin. Anest. Lab. V.....	6
	403 Clin. Anest. Lab. VI.....	5
	404 Anat. & Physio. in Rel. to Anest. I.....	2
	405 Anat. & Physio. in Rel. to Anest. II.....	2
	406 Anat. & Physio. in Rel. to Anest. III.....	2
	407 Anat. & Physio. in Rel. to Anest. IV.....	2
	408 Physio. in Rel. to Anest.....	1
	409 History of Anest.....	1

PUBLIC AFFAIRS  
(Associate of Arts)

This two-year program is developed for individuals presently employed in public administrative positions who may desire to enhance their professionalism; for those individuals wishing to prepare themselves for public service in a relatively brief period of time; and for those individuals keenly interested in expanding their understanding of the complexities of modern government administration.

<u>Required Courses:</u>		<u>66 Sem. Hrs.</u>
Pol. Sci.	103 American Government.....	3
	200 Introduction to Political Science...	3
	204 Introduction to Public Admin.....	3
	205 State and Local Government.....	3
	207 Public Budgeting and Gov. Finance...	3
	206 Public Planning in Appalachia.....	3
	209 Special Topics.....	3
	301 Comparative Public Administration...	3
	308 Public Personnel Administration....	3
English	104 Written English.....	3
	108 Advanced Written English.....	3
EDP	100 Electronic Data Processing.....	3
Soc. Sci.	150 Appalachian Studies.....	3
Economics	200 Economics.....	3
Business	141 Business Math.....	3
Sociology	110 Introductory Sociology.....	3
Psych.	101 Introduction to Psychology.....	3
Geography	399 Maps and Diagrams.....	3
History	319 Recent America.....	3
<u>Electives</u> - Selected from the following:		9
History	108 U.S. History II.....	3
	343 Urban History.....	3
Pol. Sci.	240 Nonparametric Statistics.....	3
	303 Political Parties.....	3
	304 American Constitutional Government..	3
	350 International Organizations.....	3
Speech	101 Fundamentals of Speech.....	3
Pol. Sci.	450 Practicum (To be taken in lieu of Pol. Sci. 209 and up to 9 hours of electives)	3-12

# RESPIRATORY THERAPY TECHNOLOGY

## (Associate of Applied Science)

Respiratory therapists perform under the direction of physicians in hospitals, clinics, research facilities, nursing homes, and home-care settings. They provide treatment, management, control and care of patients with deficiencies and abnormalities associated with the breathing process, through the therapeutic use of such aid as medical gases, oxygen administering apparatus, aerosols, chest physical therapy, cardiopulmonary resuscitation and mechanical airways.

<u>Required Courses</u>		<u>70 Sem. Hrs.</u>
RT	101 Intro. to Respiratory Therapy.....	1
	102 Physics for RT.....	3
	103 Pharmacology for RT.....	2
	104 Pathology for RT.....	2
	201 Nursing Arts for RT.....	2
	202 RT Procedures I.....	2
	203 RT Procedures II.....	2
	204 RT Procedures III.....	6
	205 RT Clinical App. I.....	5
	206 Cardiopulmonary Phys.....	2
	207 Ethics, Medical Adm. and Records.....	3
	208 RT Clinical App. II.....	5
	209 RT Clinical Proced. I.....	4
	210 RT Clinical Proced. II.....	4
English	104 Written English.....	3
	109 Technical Report Writing.....	3
Biology	170 Anatomy & Physiology.....	4
	205 Tech. Microbiology.....	3
Math	111 Introduction to Algebra.....	3
Chemistry	101 General Chemistry.....	4
Psych.	101 Introduction to Psychology I.....	3
Elective--Humanties.....		2
Elective--General.....		2

## COURSES OF INSTRUCTION

### ALLIED HEALTH

- \*100. Medical Terminology three hours  
Designed to enable the student to recognize medical words from the Greek and Latin parts, to spell and pronounce medical words correctly and to use a medical dictionary intelligently.

### BUSINESS

450. Practicum three-twelve hours  
A work internship in one of the state departments where the student's work experience will be in the area of business. Earned hours may count as electives only for major and minor field requirements.

### BUSINESS EDUCATION

354. Legal Office Experience two hours  
Add following to content: Previous work experience cannot fulfill this requirement.

356. Medical Office Experience two hours  
Add following to content: Previous work experience cannot fulfill this requirement.

\*Delete the following Business Education Courses which are now designated Allied Health or Medical Records Technology: 100, 205, 206, 305, 306, 317, 405, and 406.

### ECONOMICS

450. Practicum three-twelve hours  
A work internship in one of the state departments where the student's work experience will be in the area of economics. Earned hours may count as electives only for major and minor field requirements.
- \*Final approval pending.

## ELECTRONIC DATA PROCESSING

203. FORTRAN Programming II four hours

Two hours lecture and two hours lab per week. Advanced course in programming and applications using the Fortran language. The student's knowledge and skills are developed to a level of sophistication that will allow immediate employment as a beginning programmer in the language. Course develops programming efficiency and advanced techniques. Time is devoted to programming and operations in the Computer Center.

## EMERGENCY MEDICAL SERVICES

101. Techniques of Emergency Medical Services four hours

Change content to:

The study of the techniques of emergency medical services including medical aid for trauma and illness victims, principles of auto extrication, rope work, and radio communications. Classes are conducted in both the classroom and in field experience. Medical block 44 clock hours, rescue rope work 24 clock hours, communication 24 clock hours for a total of 92 hours.

## HEALTH EDUCATION

pp. 151-52

Add prerequisites as indicated:

200. Foundations of Health Education  
PR: HTH 100 and 150.

202. Community Health Problems  
PR: BIOL 101, 102 and HTH 100, 150.

310. School Health Programs  
PR: HTH 100 and PSY 101.

400. Health Education for the Elementary School  
PR: HTH 100 (HTH 310 majors only).

410. Seminar in Public Health Education  
PR: HTH 202, 310, and 370.
450. Field Practicum in Public Health  
PR: Consent of instructor.

Change course content:

431. Methods and Materials in Health Education two hours  
Curriculum and methods of teaching health education, emphasizing those materials and techniques of instruction appropriate for grades 7-12.

HOME ECONOMICS

226. Food Purchasing and Storage three hours  
Principles of marketing, sanitation, and storage of all food commodities for food service institutions.

JOURNALISM

Change as follows:

334. News Photography two hours  
Basic camera and developing techniques during four hours of lecture-laboratory time per week. Introduces photography as a means to document and a medium of expression. Camera, film supply, equipment and chemicals required. Taught by technology faculty. Limited enrollment. Required for both the journalism teaching specialization and the non-teaching journalism minor. Journalism students, register for Journalism 334, not Technology 334.

LAW ENFORCEMENT

205. Natural Resources Laws three hours  
A study of the State Natural Resources Laws dealing with the objectives of the Department of Natural Resources, the meaning of these various laws and regulations and the authority granted officers in their enforcement.



## LIBRARY SCIENCE

### 101. How to Use a Library one hour

Introductory course on how to use libraries and library materials, with emphasis on the Fairmont State College Library. Five three-hour sessions consisting of lecture, programmed texts, and audio-visual presentation. Open to all students.

## \*MEDICAL RECORDS TECHNOLOGY

### 205. Medical Records Science I four hours

Orientation to medical records science and function to medical records department, standards of hospital accreditation; responsibilities of hospital administration, medical staff and various hospital departments. Study of basic concepts of medical records; assembly, numbering and filing systems.

### 206. Medical Records Science Directed Practice I two hours

Experience with assembling, numbering and filing of medical records.

### 214. Medical Typewriting two hours

The objective of this course is to establish maximum typewriting rate as a medical secretary. Instruction will include preparation of medical reports, articles, and case histories. PR: Bus. Ed. 102,211.

### 305. Medical Records Science II four hours

Study of technical activities in the medical records department, record forms, record preservation and storage, indexes and registers, coding and indexing.

### 306. Medical Records Science Directed Practice II three hours

Practical experience in local health facilities in performing technical activities in the medical records department. Admission procedures, interviewing, assignment of patient medical chart numbers, preparation

\*Final approval for these courses pending.

of indexes and registers. Discharge procedures, assembly and analysis of records, filing and storage procedures.

317. Medical Machine Transcription two hours

The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102, 211, 214.

405. Medical Records Science III four hours

Hospital statistics and research methods. Compiling and reporting vital statistics; norms and formulas for common hospital tabulations. Preparation of case studies and graphic presentation of medical data. Study of basic legal principles and their application in the health field.

406. Medical Records Science Directed Practice III four hours

Preparation and transcription of various types of medical reports. Research techniques in preparing special study data. Statistics; daily census, computation and presentation of medical data. Study of basic legal principles and their application in the health field.

## MUSIC

315. Music History: Medieval and Renaissance two hours

The development of musical styles in the medieval and renaissance eras. PR: Music 209, 206 and permission of instructor.

316. Music History: Baroque and Classic two hours

The development of musical styles in the baroque and classic eras. PR: Music 209, 206 and permission of instructor.

317. Music History: Romantic and 20th Century  
two hours  
The development of musical styles in the 19th and 20th centuries. PR: Music 209, 206 and permission of instructor.

### NURSE ANESTHESIA

Add the following courses:

301. Ethics, Legal Aspects and Administration  
two hours  
Organization and administration of an anesthesia department, ethical conduct, and the legal status of the nurse anesthetist.
302. Professional Adjustments and Psychology  
of Anesthesia one hour  
Responsibility and obligation of the nurse anesthetist in relation to self, patient, physician, department, hospital, and school. To relate basic concepts of psychology to the unique problems encountered in anesthesia.
303. Pharmacology in Relation to Anesthesia I  
three hours  
A two-part course which includes: a study of the biochemorphology, pharmacodynamics and biological disposition of inhalational, local and intravenous anesthetics, the study of drugs considered accessory to anesthesia including autonomic agents, narcotic analgesics, hyposedatives, skeletal muscle relaxants, analeptics and therapeutic agents which may alter the response of a patient to anesthesia, including psycho-pharmaceutical, cardiovascular drugs, hormones, antiepileptics, antihistamines, and chemotherapeutic agents.
304. Pharmacology in Relation to Anesthesia II  
(see NA 303) three hours

305. Principles and Practices of Clinical Anesthesia I  
two hours  
Relates didactic studies of anesthetic agents, equipment, procedures and techniques to the clinical administration of anesthesia.
306. Principles and Practices of Clinical Anesthesia I  
(see content of NA 305) two hours
307. Orientation to Anesthesia one hour  
Preparation by students to adjust to a new profession to new personalities and a unique environment. Study of the understanding of hospital and school policies, a familiarity with the physical plant and community and orientation to AANA policies and procedures.
308. Clinical Anesthesia Laboratory I three hours  
Programmed supervised clinical training and experience where the student is assigned his own patients, organizes and administers anesthesia, follows his patients through their total hospitalization. This is under the direction of members of the Department of Anesthesiology at the clinical sites and the Nurse Anesthesia coordinator.
309. Clinical Anesthesia Laboratory II (See NA 308)  
three hours
310. Clinical Anesthesia Laboratory III (See NA 308)  
two hours
401. Clinical Anesthesia Laboratory IV (See NA 308)  
five hours
402. Clinical Anesthesia Laboratory V (See NA 308)  
six hours
403. Clinical Anesthesia Laboratory VI (See NA 308)  
five hours

311. Chemistry & Physics in Relation to Anesthesia  
three hours  
Study of the nature of and the physical principles governing the action of anesthetic agents and accessory drugs used in anesthesia. Also a study of the chemical and physical basis for explosions and their prevention.
312. Inhalation Therapy  
two hours  
Theoretical and practical use of equipment and drugs, methods of administration, and emergency resuscitation procedures.
404. Anatomy & Physiology in Relation to Anesthesia I  
two hours  
Anatomy & Physiology with an emphasis on the respiratory system.
405. Anatomy & Physiology in Relation to Anesthesia II  
two hours  
Anatomy & Physiology with an emphasis on the nervous system.
406. Anatomy & Physiology in Relation to Anesthesia III  
two hours  
Anatomy & Physiology with an emphasis on the cardiovascular system.
407. Anatomy & Physiology in Relation to Anesthesia IV  
two hours  
Anatomy & Physiology with an emphasis on the Renal, Hepatic, and Endocrine systems.
408. Physiology in Relation to Anesthesia  
one hour  
Physiology with an emphasis on the excretory system.
409. History of Anesthesia  
one hour  
Study of the historical development of anesthesia with reference to medicine as affecting anesthesia, anesthesia (discoveries), American Association of Nurse Anesthetists, and relating past to the present practices.

## PHYSICAL EDUCATION

126. Beginning Tennis one hour  
Introduces the student to basic skills, rules, game situations, and team play.
222. Foundations of Education Sport two hours  
Add: PR: PH ED 121.
245. Gymnastics two hours  
An introduction to the knowledges and skills specific to the competitive events of: floor exercise, vaulting, parallel bars, rings, balance beam, side horse, high bar, and trampoline.
381. Water Safety Instructors two hours  
Methods of instruction in lifesaving and water safety. Satisfactory completion qualifies student for the American Red Cross Instructors Certificate for teaching senior lifesaving.
431. Methods and Materials in Teaching Physical Education two hours  
Study and discussion of curriculum and methods of teaching physical education, emphasizing the materials and techniques of instruction appropriate for grades 7-12.
450. Advanced Sport one hour  
Open to students with sufficient background in the techniques and methods of an indicated sport. Elective credit only, as this course cannot be used to fulfill the requirements in any degree program. Nor is credit to be awarded until the student has attained junior standing. Such credit can be received only once during academic career.

## POLITICAL SCIENCE

### 206. Public Planning in Appalachia

three hours

A study of federal-state relations, regional planning and development administration in West Virginia, the Appalachian Regional Commission, public program analysis and evaluation, and images and realities of public planning in West Virginia.

### 207. Public Budgeting and Government Finance

three hours

A course analyzing the political, economic, and social aspects of budgeting with particular emphasis on the interrelatedness of each in West Virginia state and local government.

### 209. Special Topics

three hours

A course allowing for an issue-oriented study of some germane matter in public administration that involves an extensive commitment to a single issue or policy area over the course of the semester.

### 308. Public Personnel Administration

three hours

An examination of public personnel administration with emphasis on such matters as the merit system, the historical development of the public service, staffing, training, classification, the rights and obligations of public employees, and the human relations aspects of public management.

## RESPIRATORY THERAPY

Add the following courses:

101. Introduction to Respiratory Therapy      one hour  
Introduction to the historical and social aspects leading to the present status of social aspects leading to the present status of modern day cardio-respiratory therapy; scope, duties, responsibilities and professional liabilities of respiratory therapy as an occupation. Observations of clinical facilities are included. Lecture 1 hour. Laboratory 0 hours. PR: Admission to the program.
102. Physics for Respiratory Therapy      three hours  
Introduction to basic physics and related mathematics as applied to respiratory therapy. Survey of gas laws, gas analysis, gas flow, temperature, particle size, sedimentation rate, specific gravity, density, and viscosity. Lecture 2 hours. Laboratory 2 hours. PR: Admission to the program.
103. Pharmacology for Respiratory Therapy      two hours  
Survey of skills and knowledge for the safe usage of therapeutic drugs and an introduction to the general principles and mechanisms of drug actions, interactions, toxicity and the use of drug therapy. PR: Admission to the program.
104. Pathology for Respiratory Therapy      two hours  
Survey of respiratory and cardiovascular diseases and how they may alter normal physiological functions. Included are pathological processes such as inflammation, degeneration and neoplasia. Lecture 2 hours. Laboratory 0 hours. PR: Admission to the program.
105. Nursing Arts for Respiratory Therapy      two hours  
The study and practice of nursing relative to psychosocial, physical and special unit patient care and its interrelationship to respiratory therapy. Clinical internship 2 hours per week. Lecture 2 hours. Laboratory 2 hours. PR: Department approval.



202. Respiratory Therapy Procedures I      three hours  
Introduction to respiratory therapy equipment and procedures in a clinical setting: gas analysis, airway management, administering of oxygen and other gases, humidification, aerosols, lung physical therapy and spirometry. Clinical internship 20 hours per week. (SUMMER ONLY.) Lecture 0 hours. Laboratory 0 hours. PR: RT 103 and department approval.
203. Respiratory Therapy Procedures II      three hours  
Continuation of RT 202 including further attention in a clinical setting to respiratory therapy equipment and procedures: administering gases other than oxygen, humidification, aerosols, lung physiotherapy and spirometry. Clinical internship 20 hours per week. (SUMMER ONLY.) Lecture 0 hours. Laboratory 0 hours. PR: RT 202.
204. Respiratory Therapy Procedures III      six hours  
Continuation of RT 203 clinical respiratory therapy equipment and procedures in a clinical setting: special emphasis on resuscitation, assisted ventilation, controlled ventilation and maintenance of equipment. Clinical internship 16 hours per week. Lecture 1 hour. Laboratory 0 hours. PR: RT 203.
205. Respiratory Therapy Clinical Application I      five hours  
Theory and application of respiratory therapy procedures in pediatrics and medicine in a hospital setting. Hospital internship 10 hours per week. Lecture 1 hour. Laboratory 0 hours. PR: RT 204.
206. Cardiopulmonary Physiology      two hours  
Anatomy and physiology as it relates to the functional relationship between the cardiovascular and respiratory systems, pulmonary distention and restriction and cardiac electrophysiology. Lecture 2 hours. Laboratory 2 hours. Clinical internship 1 hour. PR: Consent.

207. Ethics, Medical Administration and Records  
three hours

Ethics, professional behavior and responsibility, and legal considerations relative to respiratory therapy as a paramedical profession: supervision, administration, budget development, personnel and administrative policies, records, budget development and planning are stressed. Lecture 3 hours. Laboratory 0 hours. PR: Consent.

208. Respiratory Therapy Clinical Application II  
five hours

A continuation of RT 205. Cardiopulmonary resuscitation, airway management, and cardiorespiratory emergencies, cardiopulmonary function testing techniques and respiratory therapy as applied to general, thoracic and neurosurgical patients. Hospital internship 10 hours per week. Lecture 2 hours. Laboratory 0 hours. PR: 205.

209. Respiratory Therapy Clinical Procedures I  
four hours

Controlled clinical practice in respiratory therapy pediatrics and medicine in a hospital setting and in selected clinical agencies coordinated by the College under the guidance of a qualified respiratory therapist. Clinical internship 12 hours per week. Lecture 0 hours. Laboratory 0 hours. PR: RT 205 and concurrent enrollment in RT 208.

210. Respiratory Therapy Clinical Procedures II  
four hours

Controlled clinical practice in respiratory therapy under the guidance of a qualified respiratory therapist with cardiopulmonary resuscitation, airway management and cardiorespiratory emergencies, cardiopulmonary function testing techniques and respiratory therapy as applied to general, thoracic and neurosurgical patients. Clinical internship 12 hours per week. Lecture 0 hours. Laboratory 0 hours. PR: RT 208.

## TECHNOLOGY

164. Wood Technology three hours

The theory, application, and treatment of woods and hand and machine wood working. 6 hours lecture--laboratory.

294. Safety Laws and Insurance three hours

OSHA and other regulating codes and practices governing residential and industrial safety. Insurance programs and requirements, claims and adjustments.

Change as follows:

372. Surveying I three hours

Change PR from Tech 107 or Math 102 to PR: Math 101.

## MISCELLANEOUS CHANGES

CLARKSBURG CENTER, NEW ADDRESS p. 95

Add the following to the first paragraph as the second sentence: The Center is located at 104 E. Main Street, Clarksburg, West Virginia 26301 (Phone 623-5721).

CLERICAL MINOR B.A. AND B.S. DEGREE, p. 113

Change minor title from "Clerical-Secretarial" to "Clerical".

COMMUNITY COLLEGE - REQUIRED ACADEMIC AVERAGE AND HOURS COMPLETED AT FAIRMONT STATE COLLEGE, p. 96.

Add the following after the "Open Admissions Philosophy":

"A minimum 2.0 (C) grade average for all courses attempted and for all courses in the area of specialization is required for graduation with an associate degree or a one year certificate. Students also must have completed at least 15 credit hours at Fairmont State College of the total hours required in an associate degree or 8 credit hours of the total at Fairmont State College required in a certificate program.

EMERGENCY MEDICAL SERVICES, p. 188

Change PE 331 to PE 233 - 2 Sem. Hrs.

FRENCH, p. 62

After 292, change "Pro-Semester" to "Pro-Seminar"

GENERAL STUDIES - SECONDARY AND K-12, p. 92

Add the following footnote which is applicable to Math 205:

\*\*Math 111, 112, 115, 116, or credit by CLEP may be substituted with permission.

HEALTH EDUCATION, p. 57

Change EMS 100 to SAF 101 First Aid -- 2 Sem. Hrs.

Add to required program in Health Education (K-12):

Elect one (1) of the following:

HTH 412	Drug Education.....	2
HTH 415	Human Sexuality.....	2
HTH 425	Environmental Health.....	2

JOURNALISM, p. 63

Add: Electives: Minimum of 3 credit hours are required. (If Journalism 341 is elected, the student must also enroll in either Journalism 271 or 330 to fulfill the minimum 24 credit hours for this specialization).

MEDICAL RECORDS, pp. 99-100.

This is an "option" in the two-year Clerical program.

Change title to: Clerical (Medical Records Option).

Change the first paragraph of the option description to the following and place this description and the option curriculum on p. 104:

"The Medical Records option in the Clerical program will provide graduates with the skills necessary for preparing, analyzing, and preserving health information needed by health practitioners, patients, hospitals, and the public."

The Clerical program on p. 104 is now identified as Clerical (General Option).

Delete the "Minor" curriculum on p. 100.

NURSING - ACADEMIC REQUIREMENT, p. 100

Add the following to the first paragraph under "Nursing Education":

A student must have a 2.0 average in Nursing courses in order to enroll in the second year of the Nursing Program.

PHYSICAL EDUCATION, p. 58

Change course titles as follows:

PH ED 223 Evaluation of Education Sport  
to

PH ED 223 Evaluation of Instruction in Sport

PH ED 313 Mechanical Analysis  
to

PH ED 313 Mechanical Analysis of Sport

SECRETARIAL PROGRAM DESCRIPTION, p. 111

The following has been changed in accordance with the intent of Title IX of the Education Amendments of 1972:

Secretarial  
(Associate in Science)

Change the first three paragraphs on page 111 to the following:

While the general secretary's primary job is taking dictation and transcribing for one or more persons, often in a stenographic pool, the secretary may also have other duties: typing records and filing; answering the phone and receiving callers; opening, reading, and routing mail; operating simple

office machines; and composing routine letters.

As the secretary improves basic skills, acquires experience and becomes thoroughly familiar with the boss's policies as well as the business, he/she relieves the employer of routine chores and details, planning business trips, arranging appointments and meetings, keeping the calendar, running personal errands, handling personal mail, and even composing some of the correspondence, which requires a thorough knowledge of grammar, punctuation and spelling.

To qualify as an executive secretary, one may be more an assistant to the boss than a secretary. Functioning in an extra-creative job, the secretary performs assignments on his/her own initiative, often directing work of others such as a staff of clerk-typists and secretaries. Thus, the Executive Secretarial program, in addition to basic office skills, requires training in management. The secretary must be able to relieve the boss of routine duties, be the representative in dealing with business matters and have responsibility in planning, decision-making and administration.

(Other paragraphs in the Secretarial program description remain unchanged.)

#### REFUND POLICY - STANDARDS FOR RESIDENCE HALL LIFE, p. 198

Add to item number 9:

An exception to the no refund policy for room rent will be made and a refund granted if the following conditions are met.

1. In the case of male students, Pence Hall must be 100% occupied and in the case of female students, both Morrow and North Hall must be 100% occupied.
2. There must be available an alternate student to occupy the vacancy. The alternate student must pay the room rental and occupy a place in the dormitory bringing the occupancy back to 100% before the refund will be granted.

3. The refund will only represent that percentage of the total which is remaining within the semester based on the day official notice was given to vacate.

HISTORY, p. 72

Under "Required Courses" delete: Social Science 499 and add: History 319 and History 341.

#### RESPIRATORY THERAPY

##### Add:

201. Nursing Arts for Respiratory Therapy two hours  
The study and practice of nursing relative to psychological, physical and special unit patient care and its interrelationship to respiratory therapy. Clinical internship 2 hours per week. Lecture 2 hours Laboratory 2 hours. PR: Department approval.



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**Fairmont State College**  
**Fairmont, WV 26554**